

**Corrected Copy**

<b>Position:</b>	<b>Salary:</b>	<b>Location:</b>
Associate Architect	\$4867 - \$5914	Facilities Development Division 1831 Ninth Street Sacramento, CA 95814
<b>FREEZE EXEMPTION APPROVED</b>		

**General Statement:**

Under the general supervision of the Supervisor, Health Facilities Review, and assigned to a specific geographical region, the Associate Architect will review plans and specifications pertaining to the design and construction of hospitals and skilled nursing facilities to ensure compliance with Title 24, California Code of Regulations.

**Duties:**

- ❖ Conduct and track health facility plan review, which is inclusive of accessibility and fire and life safety review, based upon the regulations in Title 24, California Code of Regulations. Coordinate review with other disciplines within OSHPD and the Department of Health Services – Licensing and Certification Section as required.
- ❖ Schedule and facilitate over-the-counter plan reviews and coordinate these reviews with engineering disciplines with OSHPD. Coordinate project's multi-disciplinary approval. Review and coordinate engineering comments with architectural comments for inclusion in project plan approval letter packet.
- ❖ Act as a consultant to the public on design and construction regulations and the application to health facilities.
- ❖ Conduct site visits. Review the construction phase of projects to assure adherence to the approved plans.

**Desirable Qualifications:**

- ❖ Ability to work effectively with all levels of management.
- ❖ Excellent interpersonal skills.
- ❖ Ability to use a personal computer and word-processing programs (i.e., Microsoft Word, WordPerfect, etc...).
- ❖ Possession of a valid certificate of registration as an Architect issued by the California State Board of Architectural Examiners is required.
- ❖ Good written and oral communication skills.
- ❖ Ability to handle stressful or sensitive issues with tact and diplomacy.
- ❖ Experience and knowledge in the field of architecture/engineering.

**Who May Apply:**

Applications will be accepted from candidates currently eligible for lateral transfer or list appointment to this class. Applicants with list appointment should attach a copy of their notice of test results. Appointments are subject to SROA and State surplus policies. Only the most qualified candidates will be interviewed.

Interested parties should submit a standard State application form #678 and a resume to:

OSHPD - Facilities Development Division  
Attention: Nikole Freeman #03-048  
1600 Ninth Street, Room 420  
Sacramento, CA 95814

For further information contact Glenn Gall at (916) 324-9079.